i-PO Receive -for TurningPoint

by Total BusinessWare, Inc

i-PO Receive -for TurningPoint

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Introduction

This program is designed to work *with* and *like* the TurningPoint (TP) Purchase Order Receiving process. The difference is that with i-PO Receive bar coded items can be "checked in" (scanned in) using a portable data collection device (PT40) with built in bar code scanner. With the standard TurningPoint process all counts are gathered manually and on paper.

Will i-PO Receive work for my company?

To use this product you need to have some bar coded inventory. It does not ALL have to be bar coded. The items that are not bar coded can be received using TurningPoint's standard process in conjunction with i-PO Receive.

The inventory bar codes can be stored in TurningPoint as Item Codes or UPC's (on the UOM tab). If your inventory is not bar coded you could consider bar coding it. TurningPoint comes with the ability to print 8.5x11 sheets of bar coded labels for inventory items and Total BusinessWare, Inc. has other optons available.

The "Receive Purchase Orders" routine in TurningPoint allows you to edit costs during PO Receipt. This essential step is also available using i-PO Receive.

LOTTED or SERIALIZED items? Scan the quantity to be received. The process will update the PO with that quantity. Then enter the serial or lot numbers as you normally would through TurningPoint. –Serial and lot numbers themselves can not currently be gathered on the PT40.

Assumptions / Rules:

1. All PO lines are for unique items.
   In other words an item does not appear on more than one line of a single PO.
2. Lotted or serialized items can be received but the lots and serial numbers must be gathered on paper and entered in during TP Receive Purchase Orders process.
3. Scanned item codes go through a priority search to determine Unit of Measure. The search first looks through the UPC data from the TP UOM tab since these records are always associated with a UOM and Conversion Factor. Then the search continue to the TP Item Code fields. If a hit occurs on Item Code then the Purchasing Unit of Measure is used.
4. If an item has more than one UOM:
   a. Make sure the bar codes to be scanned during receiving are setup properly on the TP Inventory UOM Tab. Proper setup includes three fields. UOM, Conversion Factor, and UPC Code.
   b. Use only one UOM per item on a single PO. Do not order or receive 1 case of 12 and later 6 each for a total of 18 units. –Order and receive either 1.5 cases or 18 eaches.
5. As of this writing TP has no logic to prevent a user from entering the same UPC code for two or more different items. We use the first one found. If you have issues with this we offer tools to help cleanup your database.
6. During the process (iPOupdate) we replace the Qty you originally ordered on the PO with the quantity actually received. Reprints of the PO will reflect this.
7. Items with Scanned Qty 0 will be deleted from the PO during the iPOupdate POST process. The item will no longer show up on reports or during the receiving process.
8. To maintain proper "On Order" Quantities you should run the TP Recalculate Quantities routine after you Receive Purchase Orders. See Tutorial for details.

Tutorial –short version

The long tutorial (next section of this document) goes into a lot of detail.

Here is what the daily process could look like. You can use this to make your own process checklist for training.

1. Scan incoming inventory for a selected PO.
2. Upload data from PT40 to computer.
3. View / Edit poreceiving.csv with using Notepad or Wordpad.
   You can even add lines if you like. Just keep the formatting and file name the same.
4. Copy PO –to play it safe.
5. Run iPOreceive.
6. Review the custom Open PO Report.
7. If there are quantities to change run iPOupdate REMOVE. Then repeat steps 3-6.
8. When Open PO Report looks good run iPOupdate POST.
9. Use TP “Receive Purchase Orders” routine to edit costs and POST.

Additional information on each one of these steps can be found in the detailed tutorial.

Tutorial –detailed version.

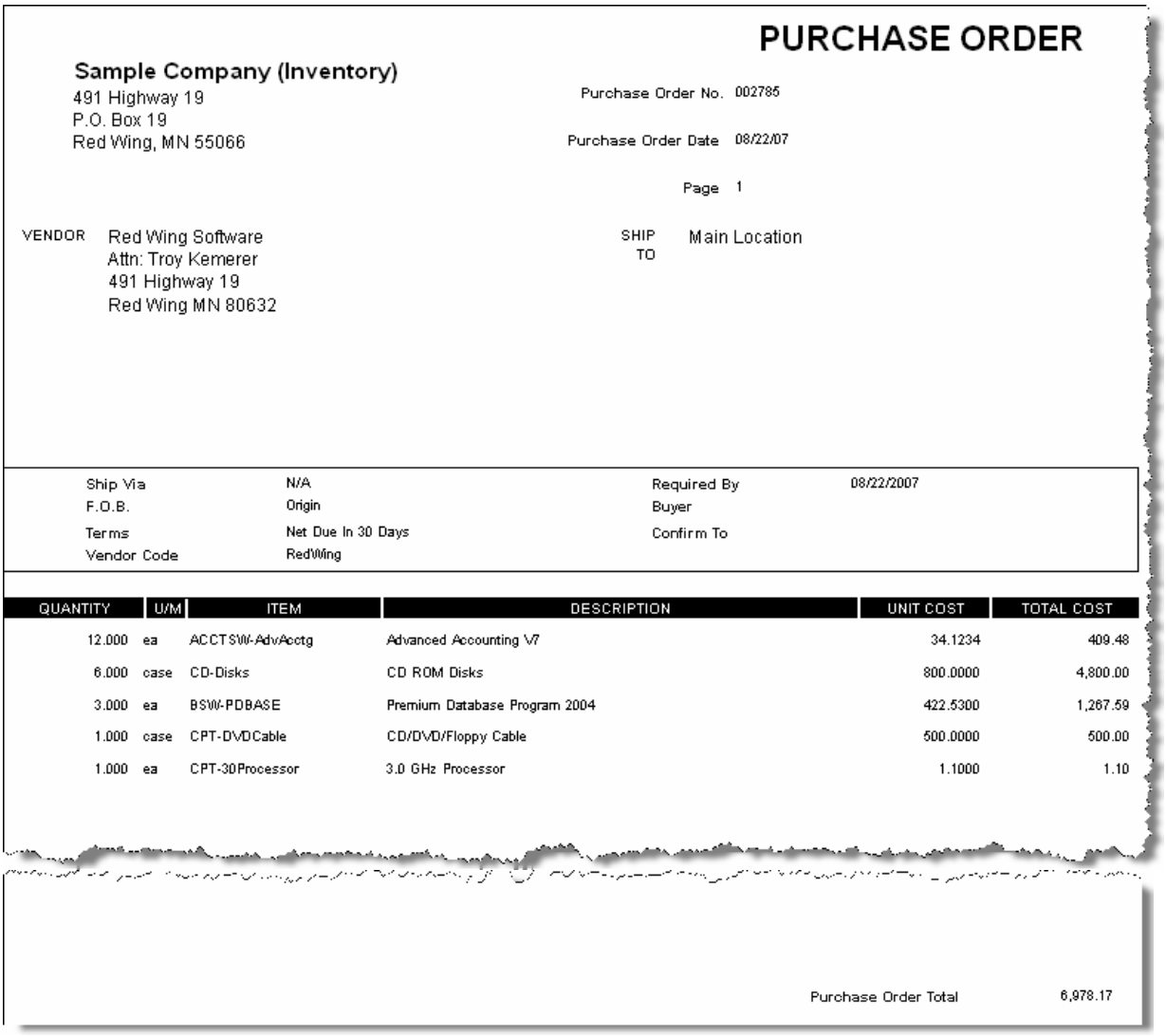
Prerequisites.

1. Install PT40 Dock and XFER32 program.
2. Install “iporeceive” and ipoupdate programs into TurningPoint.
3. Install custom version of Open PO Report.
4. The Tutorial assumes you have read this entire document.

Instructions for installation of the PT40, XFER32, and custom reports and programs are in this document. See “Installation of Hardware and Software” in the table of contents.
Your PT40 comes with two i-PO Receive programs loaded on it. If for any reason you need to re-install these programs see “Re-Installing i-PO Receive on the PT40”.
The program files are included on the i-PO Receive CD.

This tutorial is based on TurningPoint Sample Company 2. We added some units of measure to the original data to better illustrate some of the advanced capabilities.

We created PO 002785



PURCHASE ORDER

Sample Company (Inventory)
491 Highway 19
P.O. Box 19
Red Wing, MN 55066

Purchase Order No. 002785
Purchase Order Date 08/22/07
Page 1

VENDOR Red Wing Software
Attn: Troy Kemerer
491 Highway 19
Red Wing MN 80632

SHIP TO Main Location

Ship Via	N/A	Required By	08/22/2007
F.O.B.	Origin	Buyer	
Terms	Net Due In 30 Days	Confirm To	
Vendor Code	RedWing		

QUANTITY	U/M	ITEM	DESCRIPTION	UNIT COST	TOTAL COST
12.000	ea	ACCTSW-AdvAcctg	Advanced Accounting V7	34.1234	409.48
6.000	case	CD-Disks	CD ROM Disks	800.0000	4,800.00
3.000	ea	BSW-PDBASE	Premium Database Program 2004	422.5300	1,267.59
1.000	case	CPT-DVDCable	CD/DVD/Floppy Cable	500.0000	500.00
1.000	ea	CPT-3DProcessor	3.0 GHz Processor	1.1000	1.10

Purchase Order Total 6,978.17

Scan the Inventory

The next step is to scan in the inventory using the PT40 data collection unit.
This is done using the "Item & Qty" program on the scanner.

- If you scan a single item more than once the qty from each scan will be added to the PO. Make sure your scans only reflect one Unit of Measure Conversion Factor per item. -see "Assumptions / Rules section for details.
- There is a chance to review and edit quantities later.
- If an item does not have a bar code you can scan, you may type the item code into the PT40 using the keypad.
- Once all items have been scanned upload the data from the PT40 into your computer.

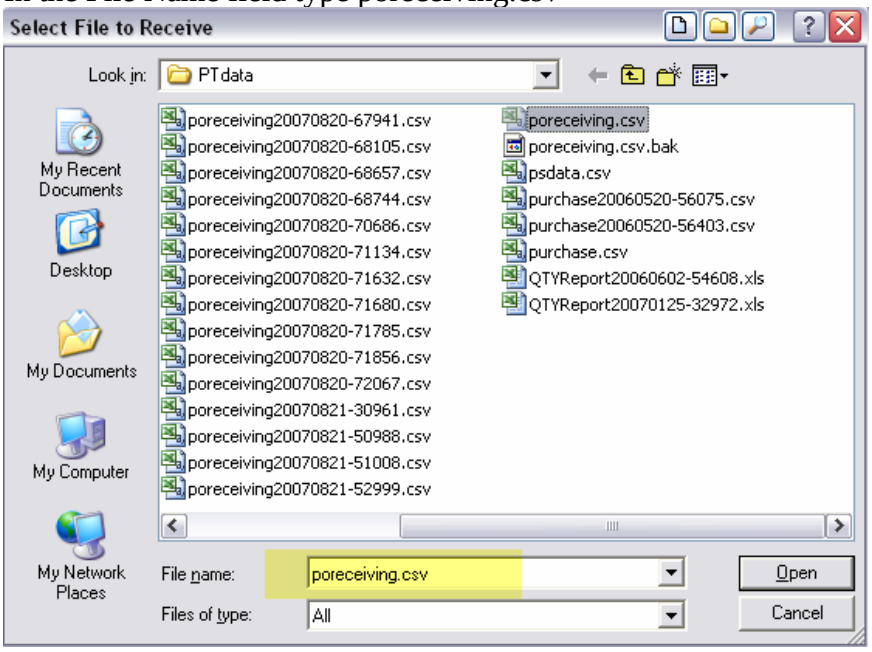
Upload Data from PT40 to Computer

You may upload data from the PT40(s) to the computer as often as you wish. If the same item is scanned more than once the counts will be added together. If this happened inadvertently, the counts can be edited later in TurningPoint.

To upload the data from the PT40 to the computer Launch XFER32

Click Receive Files.

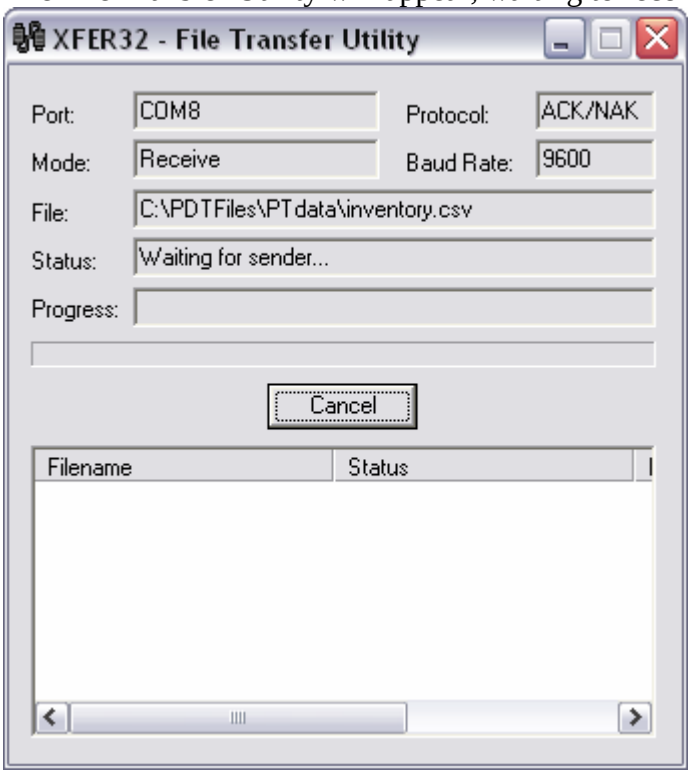
In the File Name field type poreceiving.csv



Then click Open.

You must use poreceiving.csv as the file name.
You must save the file in the PTdata folder we created earlier.

The File Transfer Utility will appear, waiting to receive data from sender (PT40).



On the PT40 select F2 Upload.
If F2 Upload is not visible F4 until it is.

When the process completes the PT40 will display *UPLOAD DONE*
F4 to Exit

If the upload fails the display will read *UPLOAD FAILED*. The reason for the failure is clearly stated in the status window. Make sure that XFER32 is running and its Status is "Waiting for Sender". If that was so, then perhaps XFER32 was never set to use the correct COM port. Use XFER32 SETUP to change the COM port to the correct port. See **XFER32 Setup** in the table of contents.

At this point if you wish to edit or view the data that was gathered on the computer you could open c:\PDTFiles\PTdata\poreceiving.csv with WordPad or NotePad.
–do not use Word or Excel.

Use caution to not change the file format. It must retain the file name and CSV format in order for the programs to be able to read it. If something were to happened to the file at this point, you could download it from the scanner a second time. The file is copied from the scanner to the computer, it is not moved.

Create a backup copy of your PO

Since we are about to make changes to you PO let's practice safe computing and make a backup of it. In TP >Maintain Purchase Orders:

1. Highlight PO 002782. Click Add/Copy button.
2. In the Description field type "backup of PO 002782".
3. Change the status of the purchase order to HOLD, then Click Save.

PO's on hold cannot be received but their quantities do affect "on order" amounts. We need to be aware of this and when we are done working with 002782 we should immediately delete this backup PO. –If this affect on "on order" quantities is unacceptable instead of creating a copy of the PO you could backup TurningPoint and restore it if necessary. –It is possible to selectively restore only the PO files using TP's own Restore Utility. Here's the list to restore:

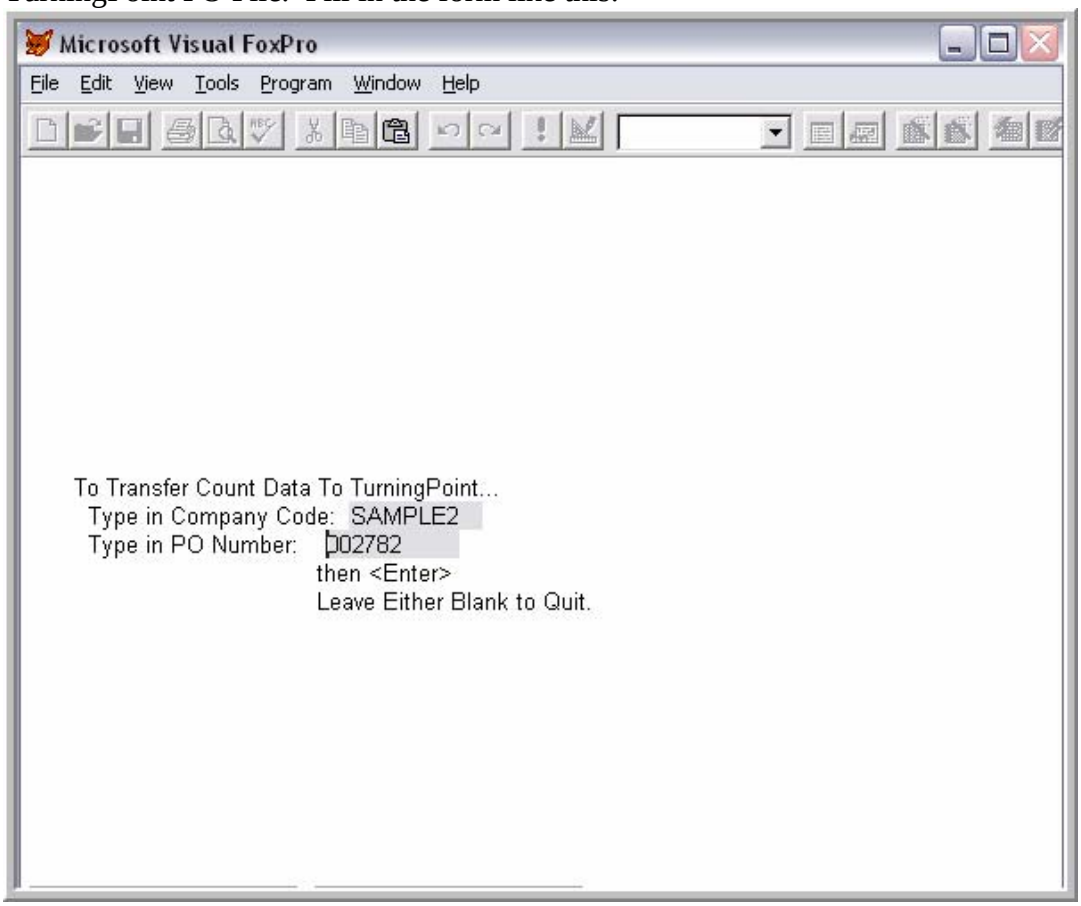
potrn.CDX
POTRN.DBF
potrndtl.CDX
POTRNDTL.DBF
POTRNDTL.FPT
potrnoe.CDX
potrnoe.dbf

Note that any work done in the PO module since the backup was made will be lost when you restore.

Keep in mind you can use this product with the TurningPoint "Sample Company 2" as well. This provides a good way to train new users and become comfortable with the program before using it on your accounting data.

Run the iporeceive Program

Run the "iporeceive" program to take the counts in poreceiving.csv and add them into the TurningPoint PO File. Fill in the form like this:


Microsoft Visual FoxPro
File Edit View Tools Program Window Help
To Transfer Count Data To TurningPoint...
Type in Company Code: SAMPLE2
Type in PO Number: 002782
then <Enter>
Leave Either Blank to Quit.

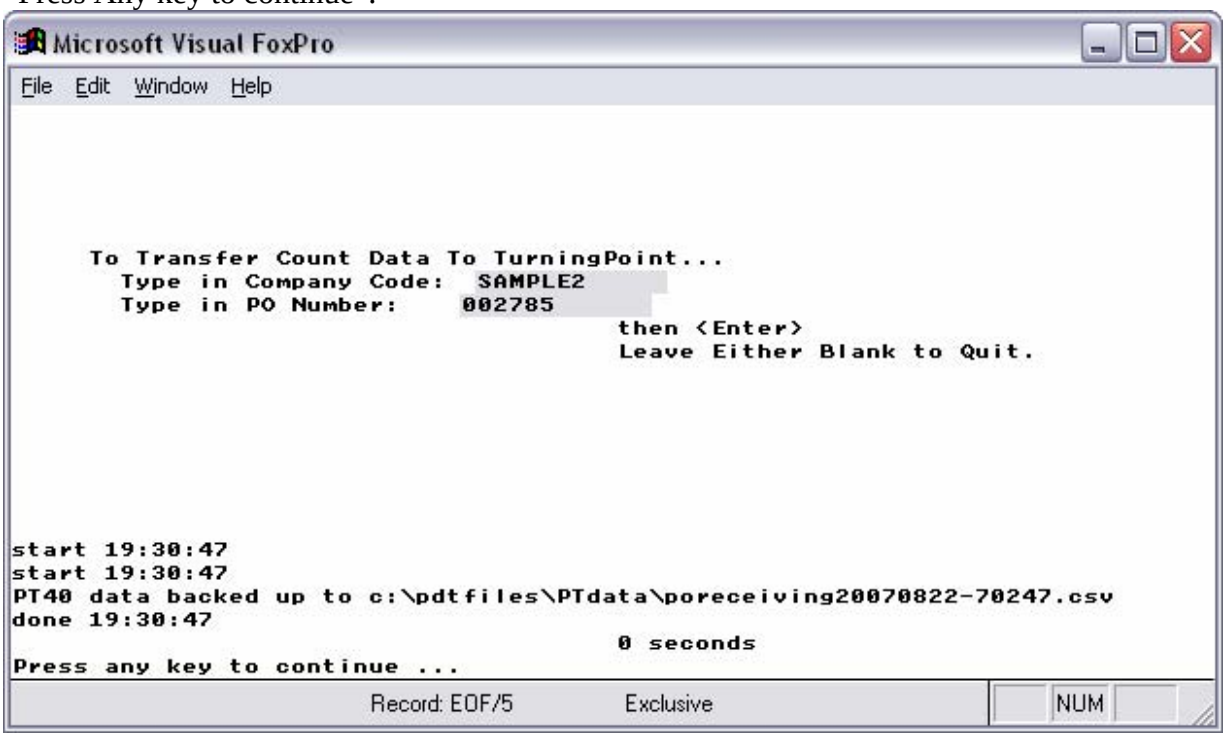
Then <Enter> to run the program.

This does not replace any of your existing data in the PO, it adds the data to extra fields and makes it possible to run the custom Open Purchase Orders report.

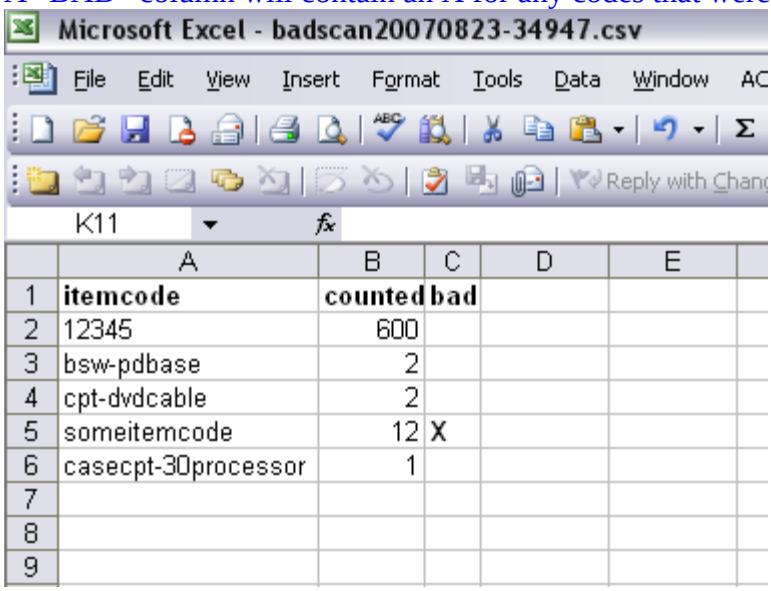
Don't know your company code?

It is something you select each time you login to TurningPoint:

When the program finishes running it will display some additional data, as well as "Press Any key to continue".



The additional data displayed may include a line that reads:
"Bad Scans copied to c:\pdtfiles\PTdata\badscan{date/seconds}.csv"
If it does you can review the badcan file to see a list of all scanned data.
A "BAD" column will contain an X for any codes that were scanned but not found in the PO.



	A	B	C	D	E
1	itemcode	counted	bad		
2	12345	600			
3	bsw-pdbase	2			
4	cpt-dvdcable	2			
5	someitemcode	12	X		
6	casecpt-30processor	1			
7					
8					
9					

The badscan file can be opened with any word processor or Excel.

The iporeceive program does several things:

1. Backs up the poreceiving.csv file. (the data that last came from the scanner).
2. Adds the PT40 counts to any existing counts in the PO file.
3. Produces a badscan file if scanned items were not found on the PO.

Since the iporeceive program ran without error, you should erase the data that is on the PT40 because you do not want that data added into the PO a second time.

To erase the data on the PT40 > F3 Erase, follow the onscreen prompts.
If F3 Erase is not an option F4 until it is.

This process consisted of three main steps.

1. Gather the data on the PT40
2. Use XFER32 to upload data to computer
3. Use “iporeceive” to add uploaded data into TurningPoint PO.

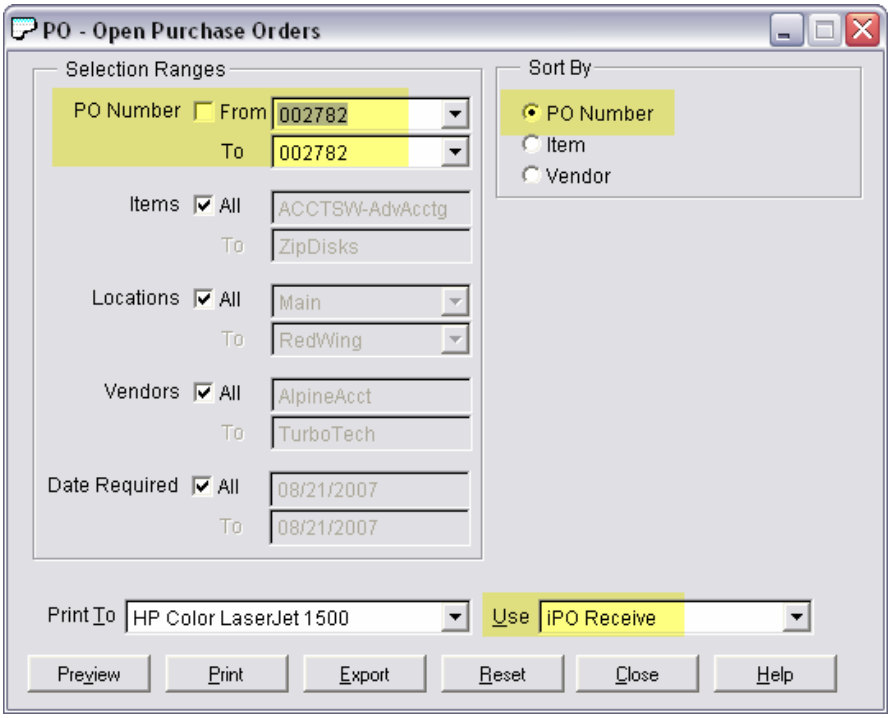
    - You can repeat this process if the shipment is split and some items are received at a later date.

    - Keep in mind and new scans get added to (or subtracted from) the scans already imported.

    - If you want to start over run iPOupdate and REMOVE the previous scans from the PO.

Open PO Report

Run the custom Open PO Report in TurningPoint by clicking
> Accounts Payable >Purchase Orders >Open PO Report.
Fill in the option grid as illustrated.
Note that you must choose to USE the custom version of the report, as highlighted.



08/22/07
07:39PM

Sample Company (Inventory)
iPO Receive Open PO Report
Sorted By PO Number

Page 1 of 1

Item / Description	Ordered Qty	Ordered UOM	Scanned Qty		$ Over/(Short)	Counted Cost	Order Cost
PO Number: 002785	Vendor: RedWing						
ACCTSW-AdvAcctg Advanced	12.000	ea	12.00			409.48	409.4800
BSW-PDBASE Premium Database	3.000	ea	2.00		(422.53)	845.06	1,267.5900
CD-Disks CD ROM Disks	6.000	case	600.00	Box		4,800.00	4,800.0000
CPT-30Processor 3.0 GHz Processor	1.000	ea	1.00	case	9.90	11.00	1.1000
CPT-DVDCable CD/DVD/Floppy Cable	1.000	case	2.00		500.00	1,000.00	500.0000
			Purchase Order Total: 002785			7,065.54	6,978.1700
					Report Total:	7,065.54	6,978.1700

*** Report Options ***
PO Numbers: 002785 to 002785
Items: ALL
Locations: ALL
Vendors: ALL
Date Required: ALL
Sorted By: PO Number
Counted Cost and Order Cost are based on the cost on the PO when the PO was created. Thier only purpose is to help you spot discrepancies.

*** End of Report ***

The highlighted rectangles are the two best places to spot discrepancies.

Line 1 was perfect. Ordered 12, received 12.
Line 2 ordered 3, only received 2. So we were shorted 422.53, the value of a single unit.
Line 3 was a UOM difference. We ordered 6 cases. Each case contains 100 boxes. While scanning the codes the operator scanner the code for a single box and keyed in the Qty of 600 instead of scanning the code for a case and keying in the Qty of 6. –since we ended up getting what we ordered there is not Over/Short amount. The Box UOM shows up underlined only to make the user aware of what occurred.
Line 4 shows ordered 1 processor and got 1 case of processors.
Line 5 shows an order for 1 case, and we received 2 cases.

Because of the differences the Counted Cost and the Ordered Cost are different.
Counted Cost and Order Cost are based on the cost on the PO when the PO was created.
Their primary purpose on the report is to help you spot discrepancies.

If changes need to be made, you have two methods to deal with them:

1. Run the iPOupdate program and either POST or REMOVE all of the scanner data.
2. Edit poreceiving.csv and run iPOreceive again. The new data will get added to or subtracted (if you enter negative QTY) from the existing data.

If you choose method number one and POST, all the scanned data (including UOM changes) will be brought into your PO. You can then edit the quantities and costs (but not UOM's) during the final "Receive Purchase Orders" step in TurningPoint.

If you choose method number one and REMOVE, you can then edit or create a new poreceiving.csv and run the iPOreceive program again.

-See iPOupdate on next page for details.

If you choose method number 2 you can make correcting entries in (or create a new) poreceiving.csv. The poreceiving.csv file can handle both positive and negative numbers. The new data will get added to or subtracted (if you enter negative QTY) from the existing data.

Example:

Original poreceiving.csv:
"acctsw-advacctg",12
"12345",600
"bsw-pdbase",2
"cpt-dvdcable",2
"caseCPT-30Processor",1

You scanned 2 cpt-dvdcable's previously but upon further checking determined you actually only received 1.

New poreceiving.csv should contain only this: (note the minus sign)
"cpt-dvdcable",-1

Run iPOreceive and the net result for cpt-dvdcable is receipt of 1.

iPOupdate

iPOupdate has two processes, POST or REMOVE:

POST, takes the information from the scanner and moves it from the temporary fields where it has been stored up until now to the permanent fields on the actual Purchase Order.
Note that this process alters your original purchase order Quantity Ordered fields and possibly UOM fields. If you are unsure of the process you should have backed up TurningPoint or Copied your PO.

REMOVE, takes the information from the temporary fields. This returns the PO back to it's original form. This could be handy if you wish have already processed a poreceiving.csv file and you wish to eliminate its affects so you can start over with a new or update perceiving.csv.

REMOVE does not undo a POST.

For purposes of completing our tutorial…
-Don't make any changes like the ones demonstrated in the section above. Instead:

POST the PO using iPOupdate.
Run the TP "Receive Purchase Orders" program and edit any costs that have changed.
Create a return Po for the nine "3.0 GHz Processors" to be returned, since we ordered one and were shipped one case of ten.

To maintain proper "On Order" Quantities you should always run the TP Recalculate Quantities routine after you Receive Purchase Orders. In TurningPoint click >Inventory >Utilities >Recalculate Quantities. Click OK, YES.

Installation of Hardware & Software

i-PO Receive Installation Prerequisites.

1. TurningPoint should already be installed on this computer.
2. Your computer must have a free serial port to connect the dock to.
3. To install some of the programs you need to know how to copy files from the supplied i-PO Receive CD to specific places on your computer or network hard drive. If you do not understand how to do this find someone that does.

Picture of PT40 data collection device.

Installation of PT40 Dock

Much of the following is taken from the “PT40 Dock Instruction Sheet” on your PT40 CD. Additional information is available in the PT 40 Product Reference Guide, also on the CD.

Falcon® PT40 Dock Operation Instructions

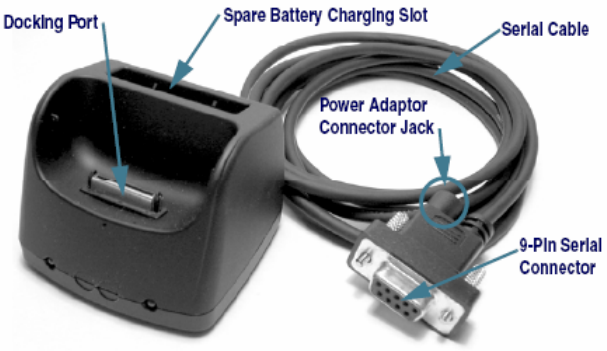
Overview

The Falcon® PT40 Dock and Serial cable are specially designed for use with the PT40. Use the Dock or Serial cable for transferring data and files between the PT40 and a PC, and for recharging the PT40's batteries.

To transmit data to or from the PT40, place the unit in the dock or connect the serial cable. To use the PT40 for data collection, you must disconnect it from the dock or serial cable. You can also use the PT40 Dock to recharge the PT40's rechargeable main battery and backup battery. For more information on batteries, refer to Batteries in the *Falcon PT40 Product Reference Guide*.

PT40 Dock

When the PT40 is in the Dock, and the Dock is connected to a PC, you can download programs or data to it, or upload data from it. Set up the PT40 Dock as described below.



Power Adaptor

To recharge the PT40's batteries, the Power Adaptor is also required. You do not need a Power Adaptor to transfer data using the serial cable, but it is required to transfer data using the Dock.

The power adaptor is AC input rated 100 to 240 VAC (50--60 Hz); output 9 VDC @ 1.3A.

CAUTION

Use only a 9-volt power adapter for your country supplied by PSC. The use of another adapter can damage the PT40 and void your warranty.

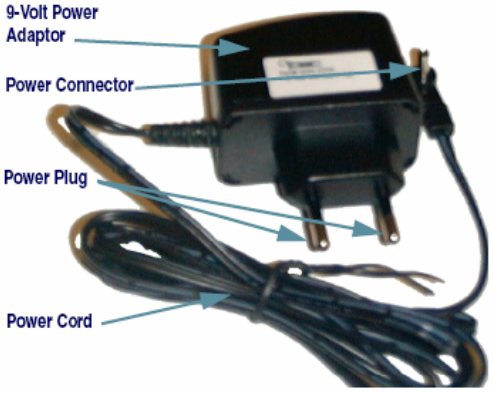
The EU connector is shown below. Depending upon your country, the power supply may look different. For the correct adaptor for the PT40 for your country, refer to the PSC Price Book at www.pscnet.com.

Attaching the PT40 to a PC

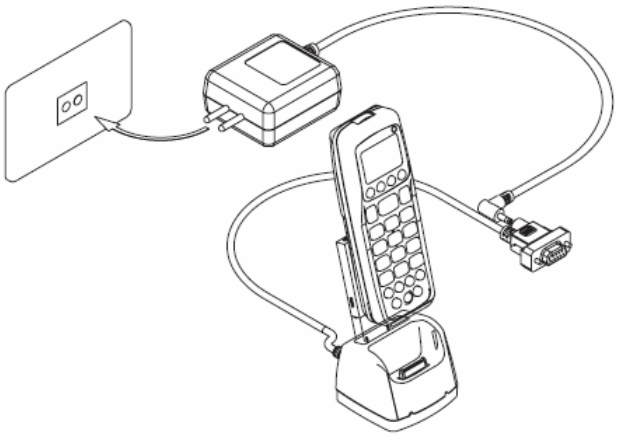
Use PT40 Dock or Serial cable to connect the PT40 to a PC. The PT40 9-volt power adapter is required in conjunction with the dock or serial cable to recharge the main battery on the PT40.

To connect the dock to a PC, complete the following steps:

1. Turn off the PC or workstation.
2. Attach the 9-pin serial connector of the Dock's cable to an available serial port on the PC. Make note of which one you use.



3. Insert the small, round plug of the power adapter to the power adaptor jack on the back of the 9-pin serial connector on the dock cable.
4. Place the PT40 into the dock, with the keypad facing out, or insert the docking port connector of the serial cable, into the matching port at the bottom of the PT40.
5. Connect the PT40's 9-pin Serial Adaptor into the PC's COM1 or COM2 Serial port.
6. Insert the power plug on the power adaptor into the correct outlet or power strip for your country. When the power adaptor is correctly connected, the left-most red light-emitting diode (LED) on the PT40 Dock lights up.
7. Turn the PC back on.

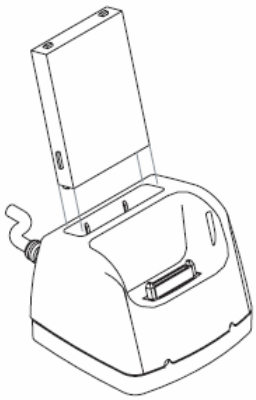


Remove the portable from the dock to use it for data collection.

Using the Dock to Recharge the Main Battery

There are two methods for using the PT40 Dock to recharge the main Lithium-ion battery of the Falcon PT40.

- To use the first method, connect the PT40 to the dock connected to a power source, and charging takes place automatically. While the PT40 is being charged, the LED on the front of the PT40 will be red. When the PT40 is fully charged, the LED will change from red to green.
- To use the second method, remove the main battery or spare battery from the PT40 and insert it into the charging slot at the rear of the Dock. When you charge a battery in the slot, the red right-most LED stays on. The LED turns off when there is no battery in the slot.

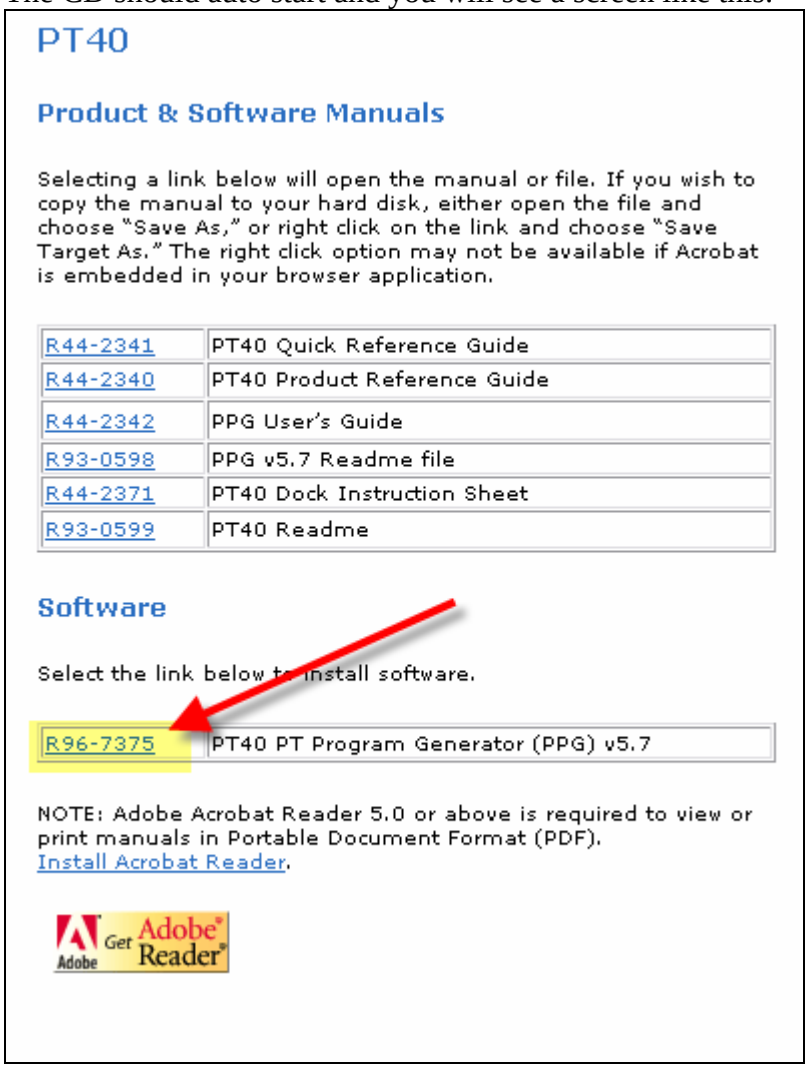


Always charge the battery within the temperature range of 32º–113ºF (0º–45ºC). Refer to Batteries in the *Falcon PT40 Product Reference Guide* for complete information on charging and recharging the PT40's batteries.

Install XFER32

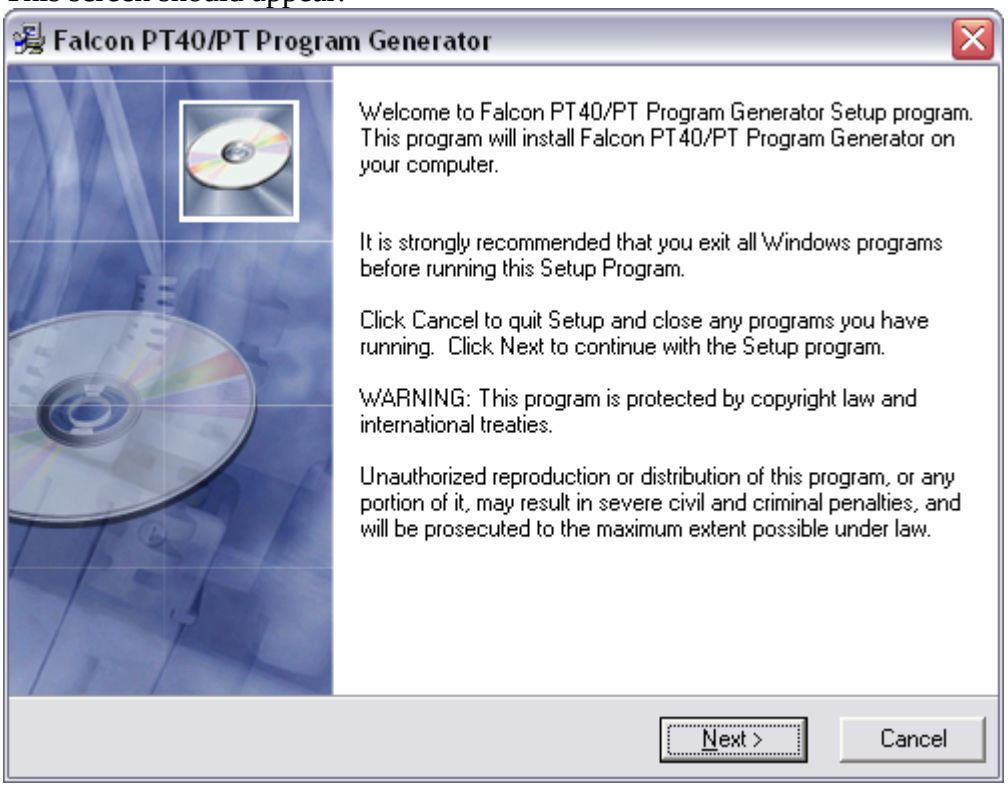
XFER32 is the software that allows your PC to communicate with your PT40

Insert the Falcon PT40 Manual and Software CD.
The CD should auto start and you will see a screen like this:

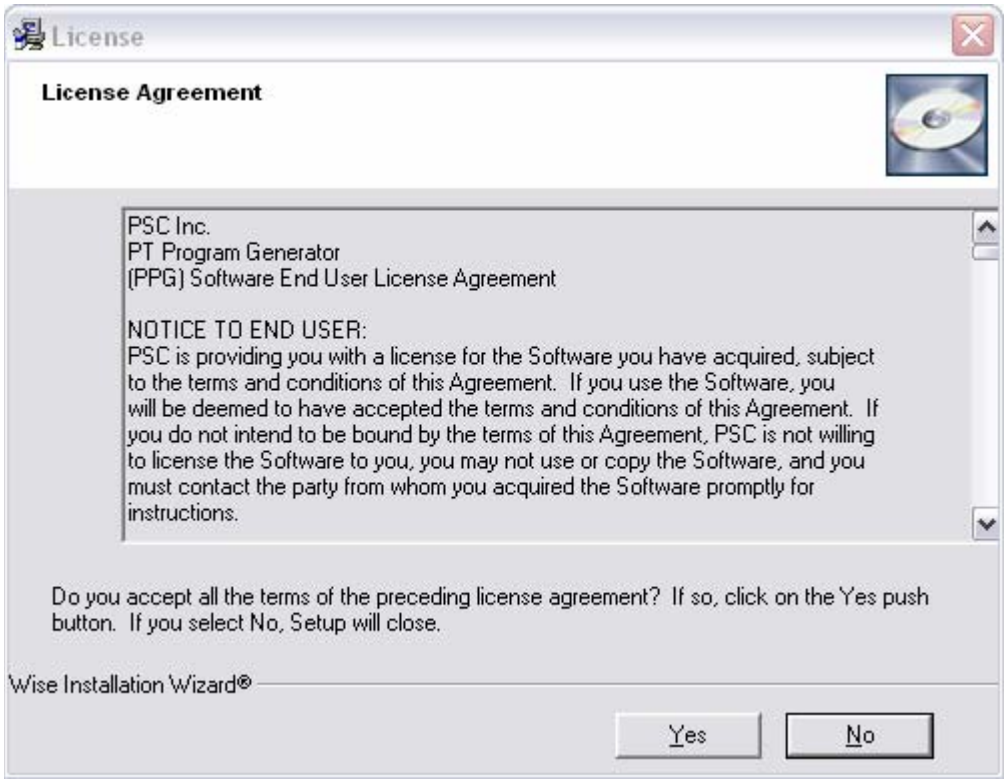

PT40
Product & Software Manuals
Selecting a link below will open the manual or file. If you wish to copy the manual to your hard disk, either open the file and choose "Save As," or right click on the link and choose "Save Target As." The right click option may not be available if Acrobat is embedded in your browser application.
R44-2341 PT40 Quick Reference Guide
R44-2340 PT40 Product Reference Guide
R44-2342 PPG User's Guide
R93-0598 PPG v5.7 Readme file
R44-2371 PT40 Dock Instruction Sheet
R93-0599 PT40 Readme
Software
Select the link below to install software.
R96-7375 PT40 PT Program Generator (PPG) v5.7
NOTE: Adobe Acrobat Reader 5.0 or above is required to view or print manuals in Portable Document Format (PDF).
Install Acrobat Reader.
Get Adobe Reader

Click the highlighted link to install the PT40 PT Program Generator software (and XFER32).
If you are prompted to RUN or SAVE the file click RUN, RUN.

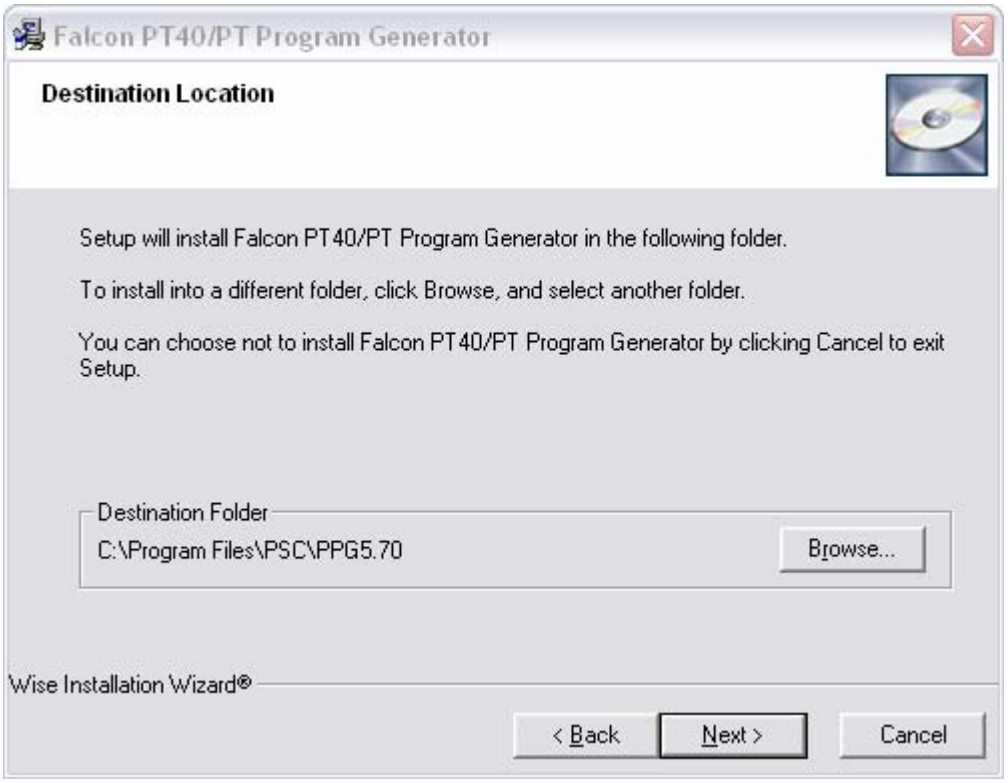
This screen should appear:


Falcon PT40/PT Program Generator
Welcome to Falcon PT40/PT Program Generator Setup program. This program will install Falcon PT40/PT Program Generator on your computer.
It is strongly recommended that you exit all Windows programs before running this Setup Program.
Click Cancel to quit Setup and close any programs you have running. Click Next to continue with the Setup program.
WARNING: This program is protected by copyright law and international treaties.
Unauthorized reproduction or distribution of this program, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under law.
Next >
Cancel

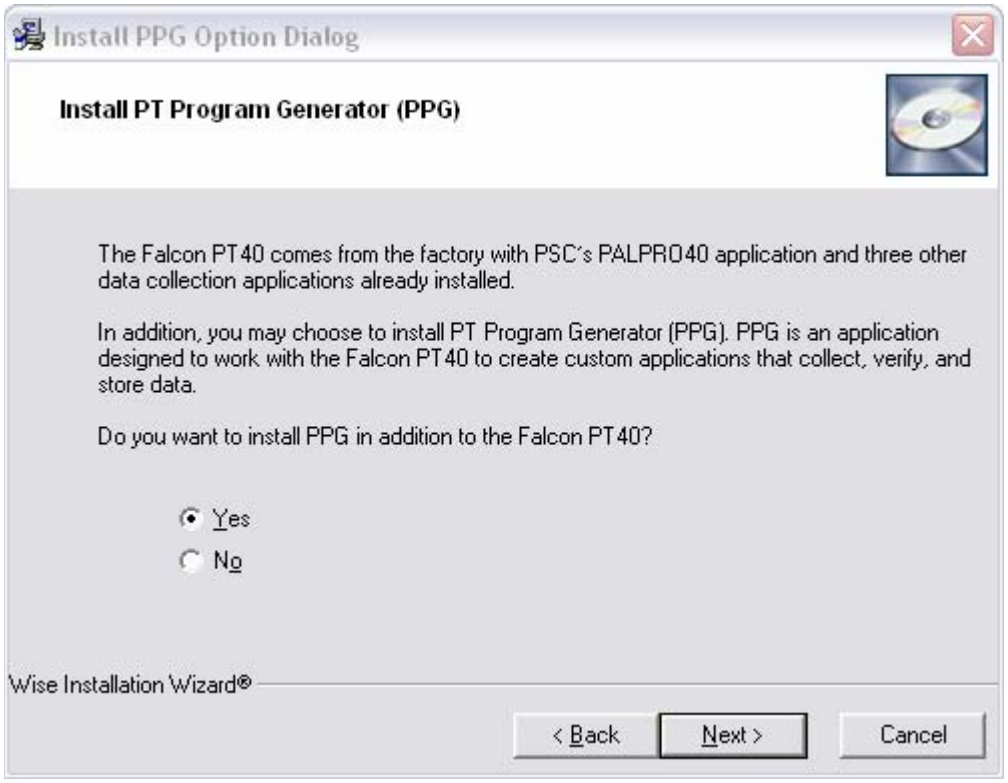
Click NEXT


License
License Agreement
PSC Inc.
PT Program Generator
(PPG) Software End User License Agreement
NOTICE TO END USER:
PSC is providing you with a license for the Software you have acquired, subject to the terms and conditions of this Agreement. If you use the Software, you will be deemed to have accepted the terms and conditions of this Agreement. If you do not intend to be bound by the terms of this Agreement, PSC is not willing to license the Software to you, you may not use or copy the Software, and you must contact the party from whom you acquired the Software promptly for instructions.
Do you accept all the terms of the preceding license agreement? If so, click on the Yes push button. If you select No, Setup will close.
Wise Installation Wizard®
Yes
No

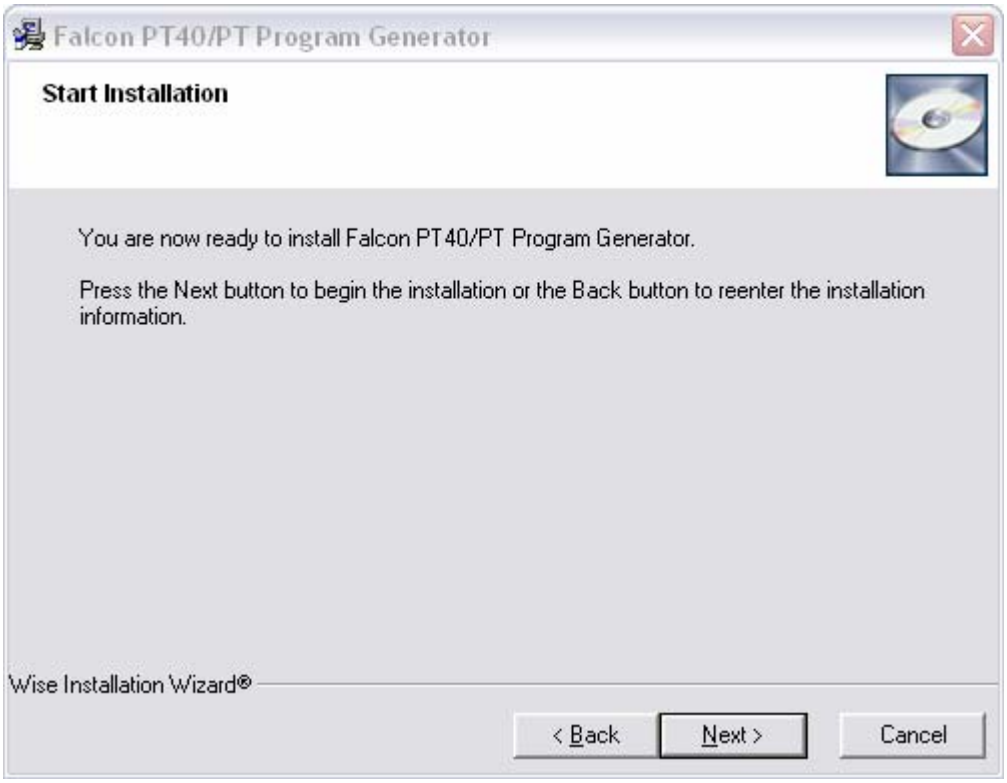
Click Yes


Falcon PT40/PT Program Generator
Destination Location
Setup will install Falcon PT40/PT Program Generator in the following folder.
To install into a different folder, click Browse, and select another folder.
You can choose not to install Falcon PT40/PT Program Generator by clicking Cancel to exit Setup.
Destination Folder
C:\Program Files\PSC\PPG5.70
Browse...
Wise Installation Wizard®
< Back
Next >
Cancel

Click NEXT

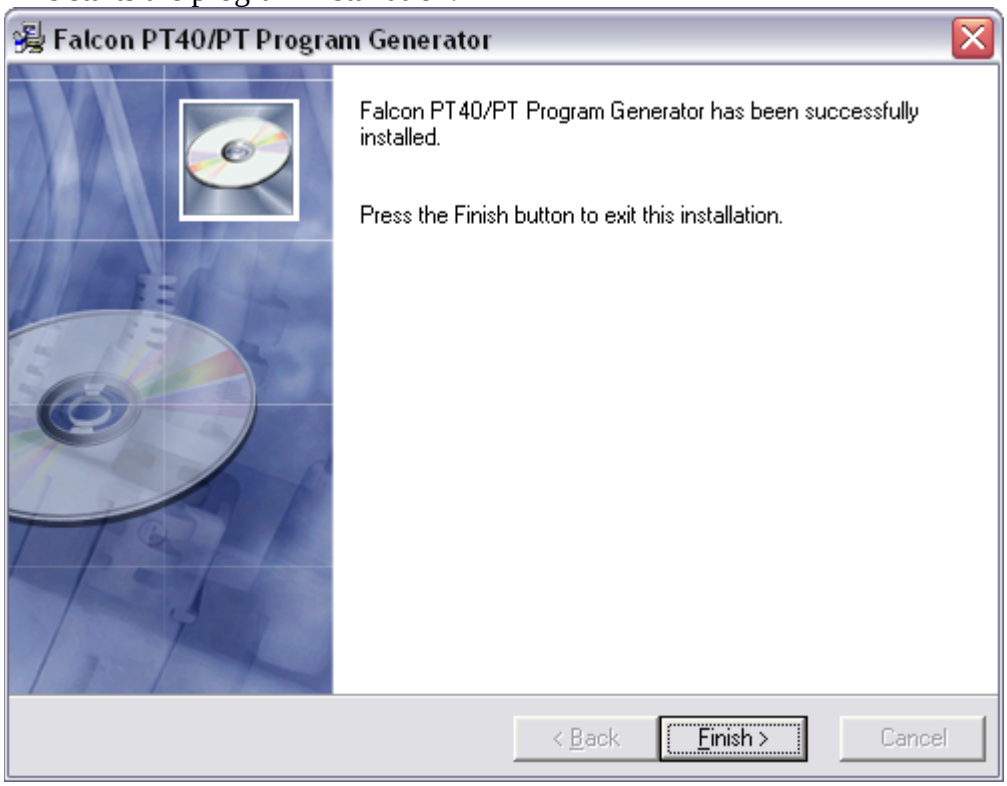

Install PPG Option Dialog
Install PT Program Generator (PPG)
The Falcon PT40 comes from the factory with PSC's PALPRO40 application and three other data collection applications already installed.
In addition, you may choose to install PT Program Generator (PPG). PPG is an application designed to work with the Falcon PT40 to create custom applications that collect, verify, and store data.
Do you want to install PPG in addition to the Falcon PT40?
Yes
No
Wise Installation Wizard®
< Back
Next >
Cancel

Click Next


Falcon PT40/PT Program Generator
Start Installation
You are now ready to install Falcon PT40/PT Program Generator.
Press the Next button to begin the installation or the Back button to reenter the installation information.
Wise Installation Wizard®
< Back
Next >
Cancel

Click NEXT

This starts the program installation.

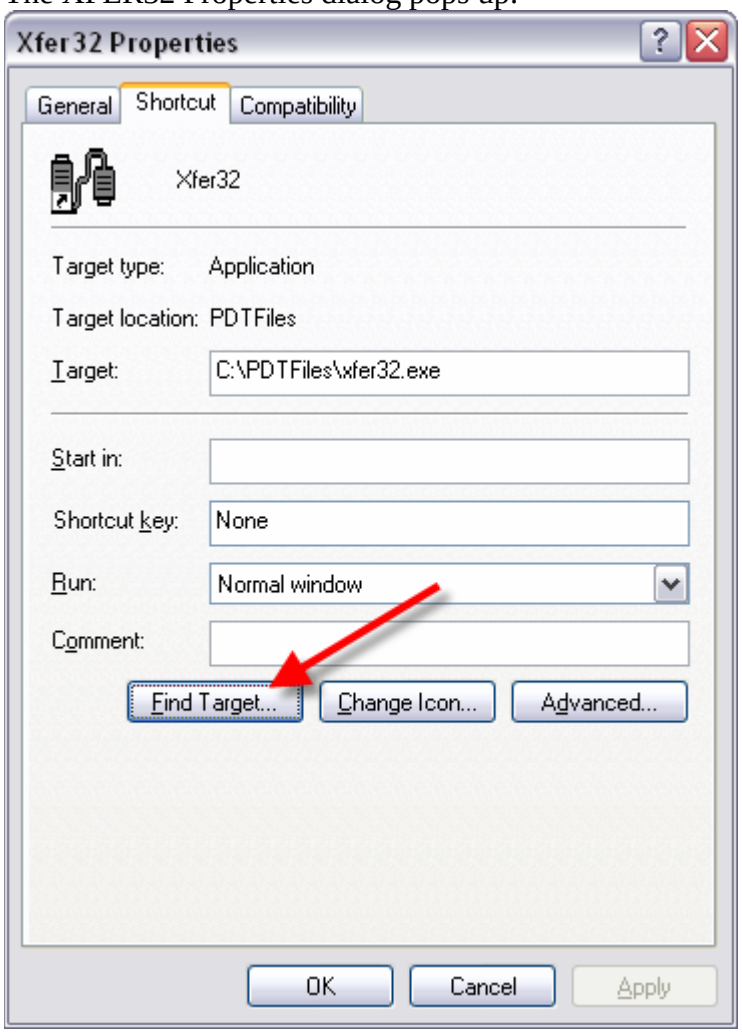

Falcon PT40/PT Program Generator
Falcon PT40/PT Program Generator has been successfully installed.
Press the Finish button to exit this installation.
< Back
Finish >
Cancel

When the program is done installing click FINISH.

Let's find the shortcut for XFER32. –this is the program that is used to retrieve data from the PT40. Once we find the shortcut we want to RIGHT (not left) click it.

Click >Start >Programs >XFER32 >
When you see the xfer32. shortcut icon just right click it and then click Properties.

The XFER32 Properties dialog pops up:



Click on Find Target
Windows Explorer will open and the current folder will be c:\PDTfiles.
This folder was created during the previous program installation process.
In Windows Explorer Click >File >New >Folder
Type in PTDATA for the new folder name.

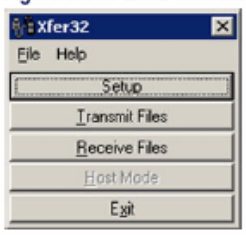
You should have a folder structure like this c:\PDTfiles\PTData

Close all open Windows by clicking >File >Close in each one.

About XFER32

XFER 32 is the application used to send and receive files to and from the PDT. When you start **XFER32**, the **XFER32** user interface, shown in Figure 64, opens.

Figure 64. XFER32 User Interface



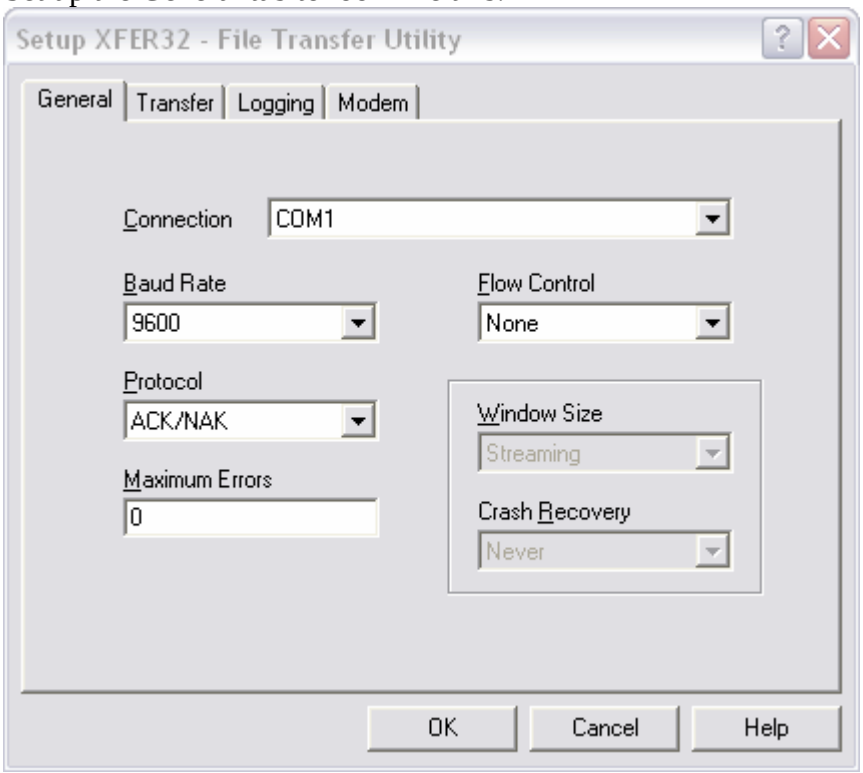
XFER32 Setup

Launch XFER32 by clicking its shortcut icon: xfer32.

To prepare for data transfer between the PC and the PDT, click on the **Setup** button to open the **Setup** dialog box, which contains three tabbed sections:

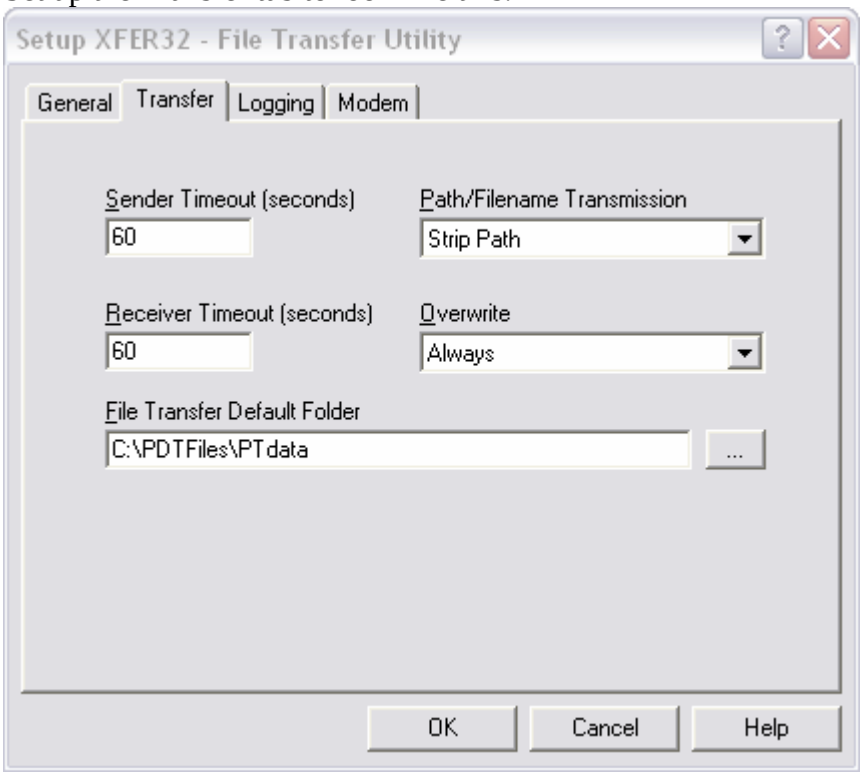
- General Tab
- Transfer Tab
- Logging Tab

Set up the General tab to look like this:

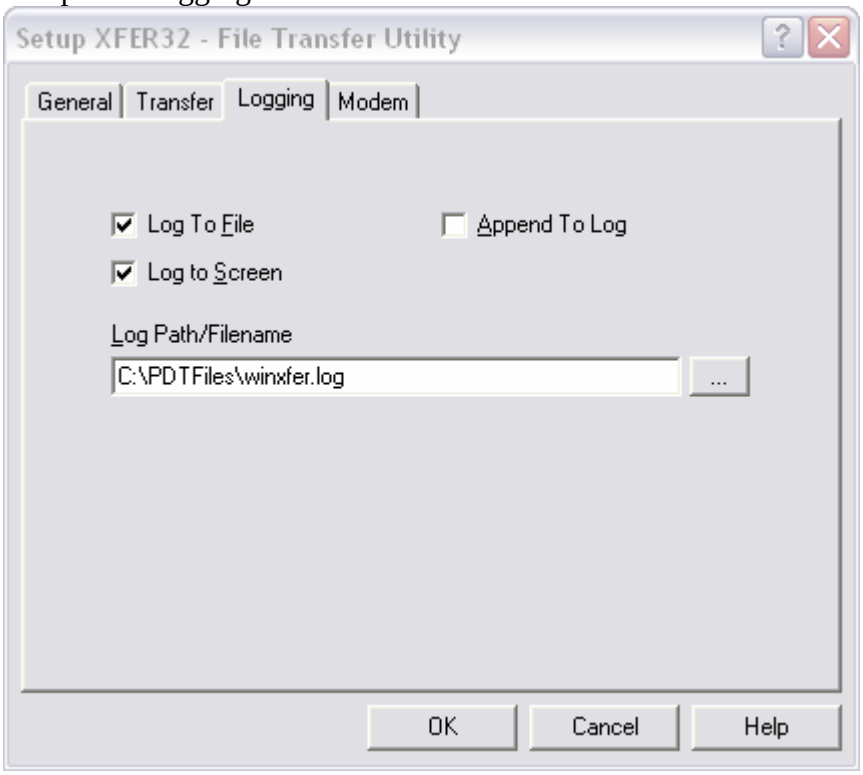


You may need to select a different connection than COM1. If you know which serial port on your computer you plugged your PT40 Dock into, this is where you enter it. Unfortunately not all computers have these ports clearly labeled… COM1, COM2, and COM3 are by far the most popular ports. If you do not know your port you could start with COM1 and if communications fails try others.

Set up the Transfer tab to look like this:



Setup The Logging tab to look like this:

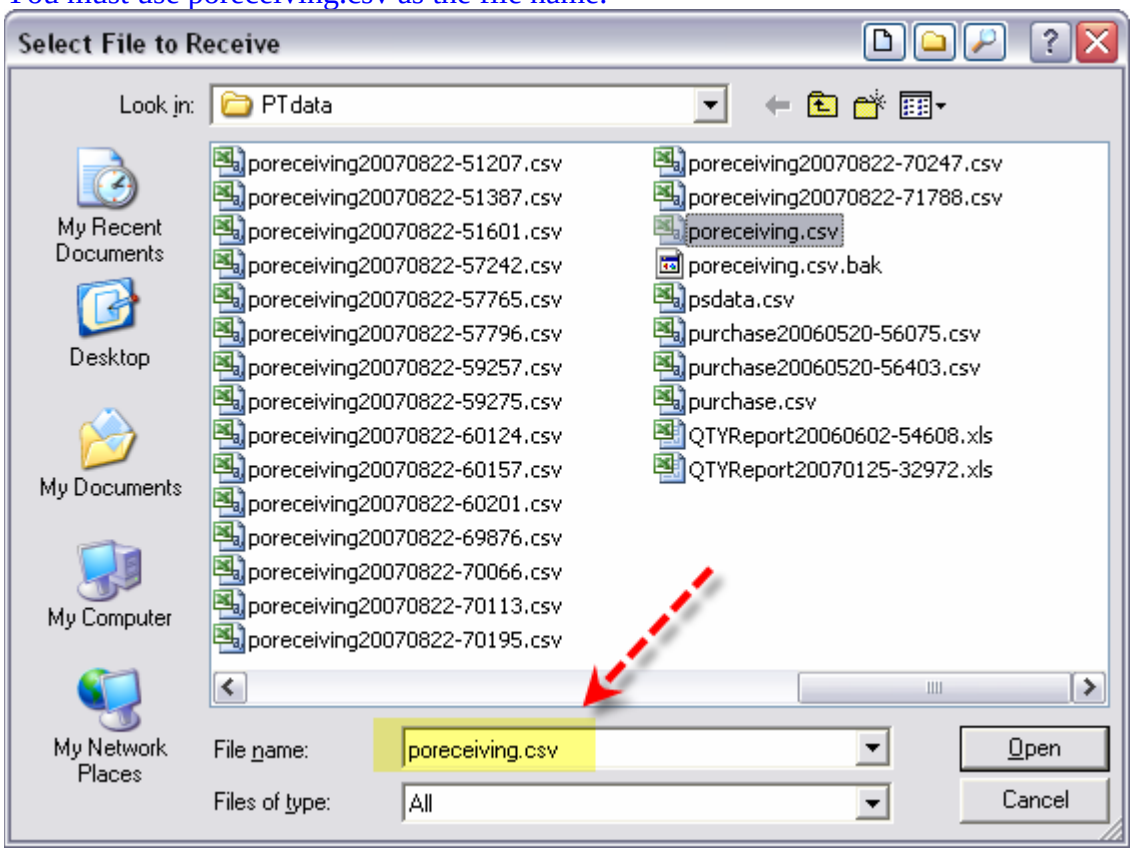


Click OK to return to the main XFER32 dialog.

Using XFER32 to receive files from the PT40

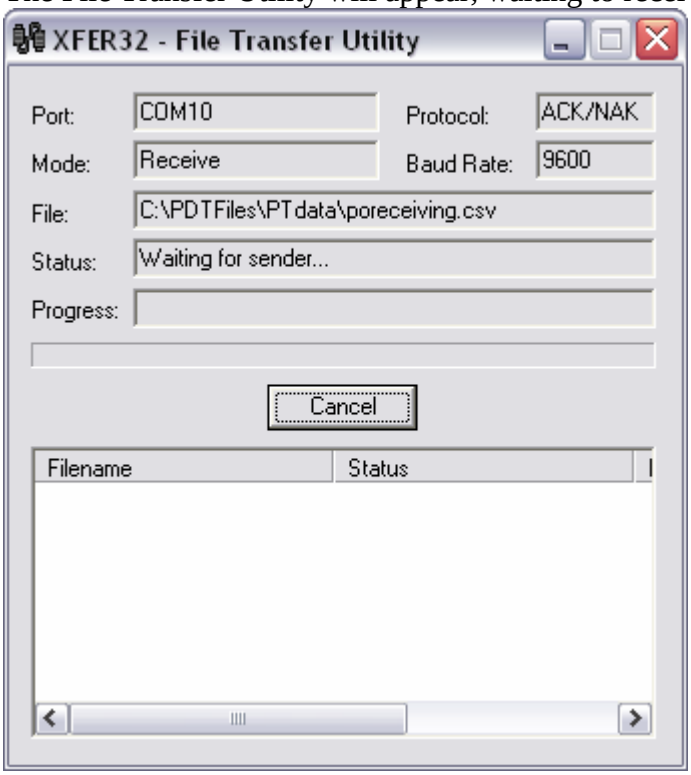
Launch XFER32. Click Receive Files.

In the File Name field type poreceiving.csv
You must use poreceiving.csv as the file name.



Then click Open.

The File Transfer Utility will appear, waiting to receive data from sender (PT40).



Sending Files from PT40 to the Computer.

You should already have XFER32 waiting to receive data as illustrated above.

Since you are trying to send data from the PT40 to the PC it is assumed that have already gathered some data onto the PT40.

i-PO Receive includes two different programs that are loaded onto your PT40.

>**F3 Serials Only** (gathers serial numbers only)

>**F4 Item, Qty** (gathers Item or UPC Codes and Quantities)

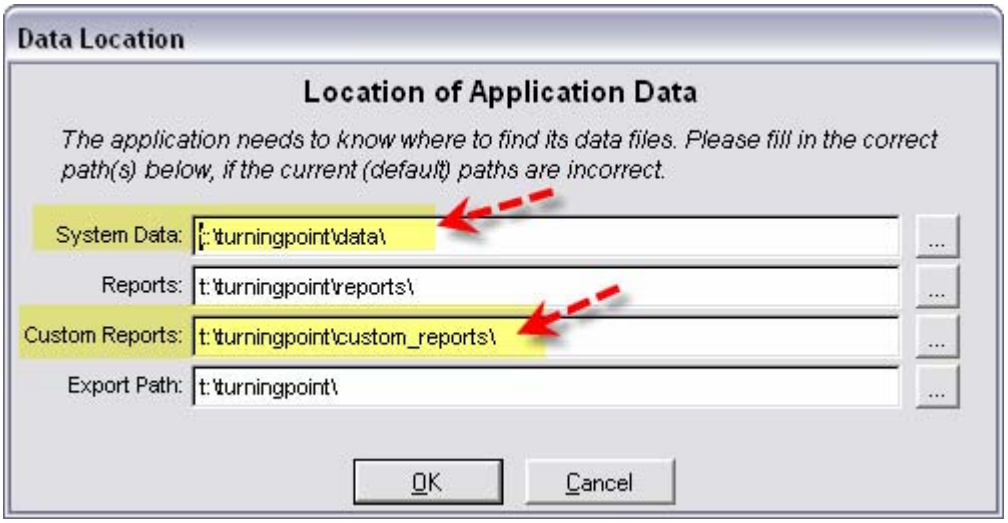
Only "F4 Item, Qty" is used for iPO Receive. The other program is for future expansion.

Each program has its own data file on the PT 400. Select F4 to enter the program that has data you wish to transmit. Select F2 to upload the data to the computer. Place the PT40 on the dock and F2 again to begin the file transfer process.

When the upload is complete the PT40 will display *UPLOAD DONE*
If the upload fails the display will read *UPLOAD FAILED*. The reason for the failure is clearly stated in the status window. If the upload fails make sure that XFER32 is running and its Status is "Waiting for Sender". If that was so, then use XFER32 SETUP to change the COM port to the correct port. See **XFER32 Setup** above.

Installing the custom programs into TurningPoint

In TurningPoint on the main menu, Click >Administration >Change Data Locations.
Note the location of your TurningPoint System Data Folder and your Custom Reports Folder.
Then Click Cancel.

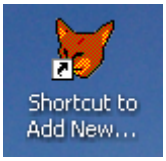


It is recommended that your Custom Reports folder be located on your server so that all users share the same custom reports.

The i-PO Receive CD contains two exe files.
“iporeceive.exe” and “ipoupdate.exe”.

Copy these files from the CD into your TurningPoint System Data folder.
To copy files, click your Windows “My Computer” icon and use Windows Explorer.
If you are not familiar with Window Explorer find someone that is, search Windows help for “copy files” or call for support.

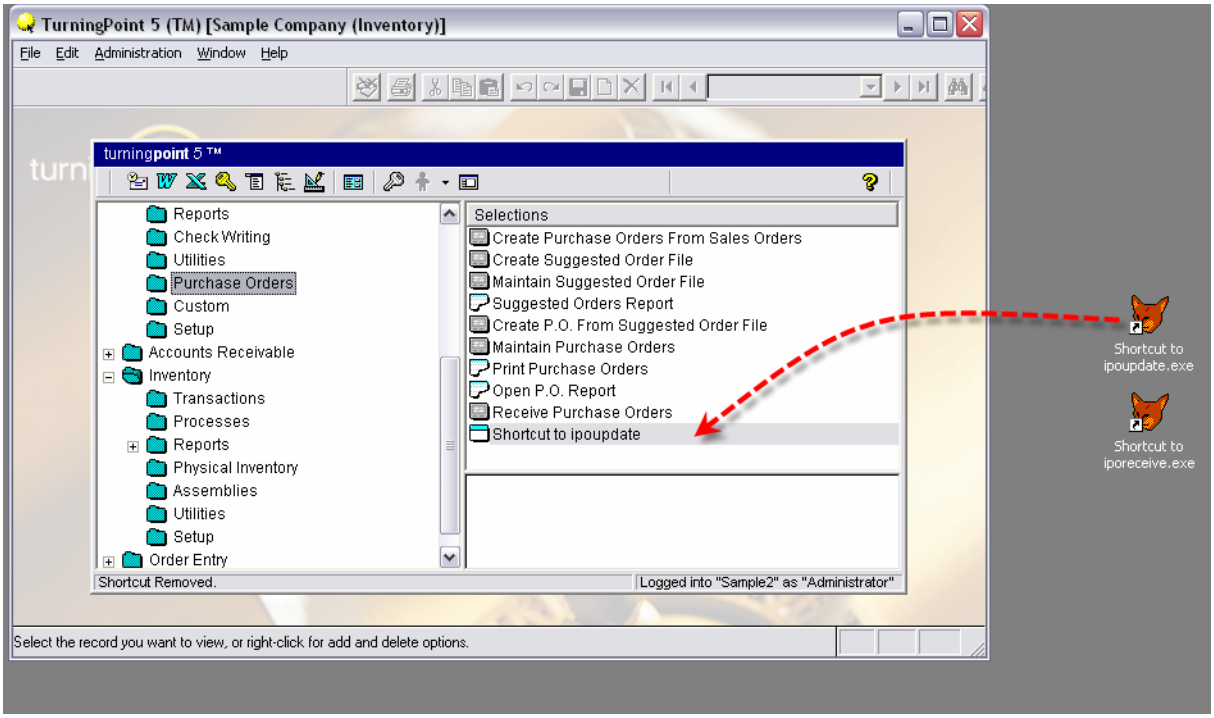
Once the file is located in the TurningPoint System Data folder, RIGHT (not left) click on the each file and click >Send To >Desktop. This will create a shortcut on your computer desktop.
The shortcut will look something like this:

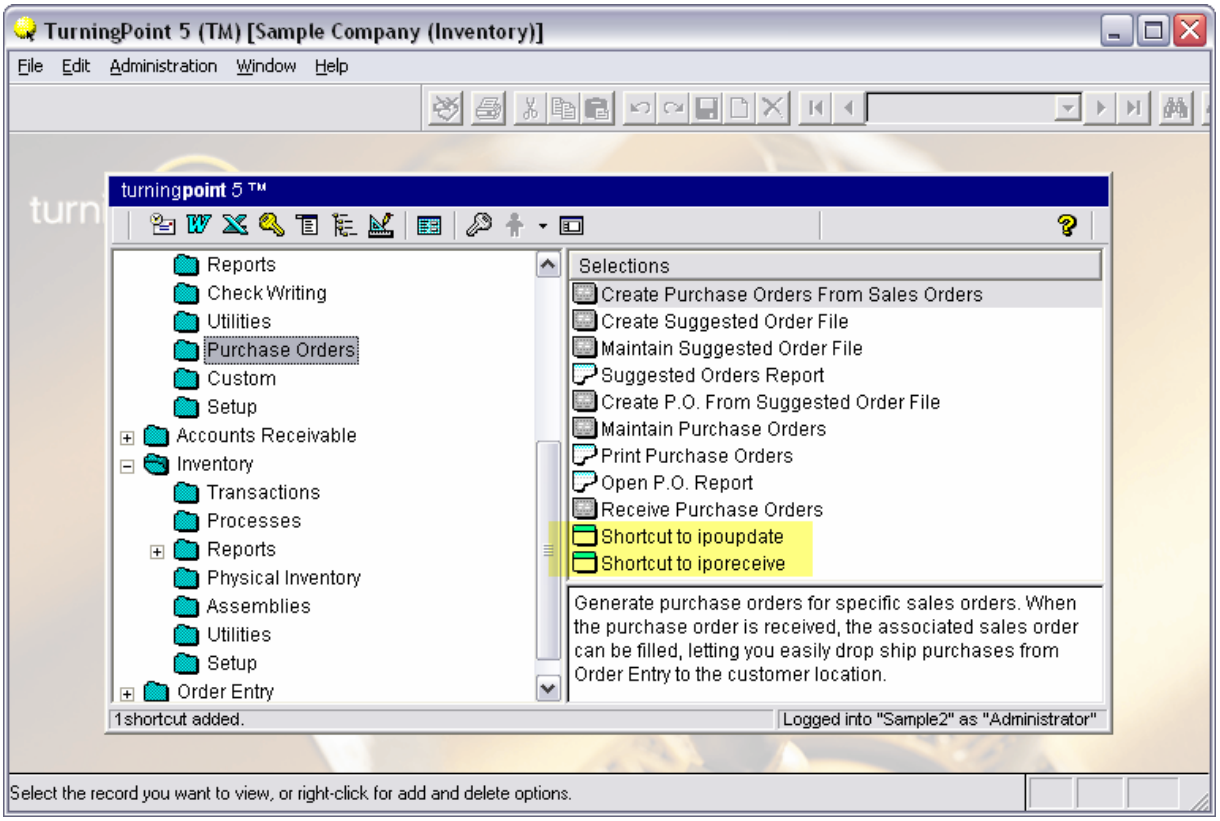


The i-PO Receive CD contains two custom report files.
POOpenOrders.TBW01 and POOpenTBW.dc5
Copy these into your TurningPoint Custom Reports folder.

Optional:

If you want the shortcuts to appear in TurningPoint drag them with your mouse from the Desktop and drop them into the >Inventory >Physical Inventory >Selections area.





Shortcuts added to TP this way are user specific, you must log on as each user and repeat the process if you want the shortcut available to others. Do not drag the file itself into the TurningPoint Selections Area. You must drag in a shortcut to the file.

Re-installing i-PO Receive on the PT40

Your PT40 comes from Total BusinessWare, Inc with two custom applications pre-loaded on it. If you ever need to re-install the programs follow these steps.

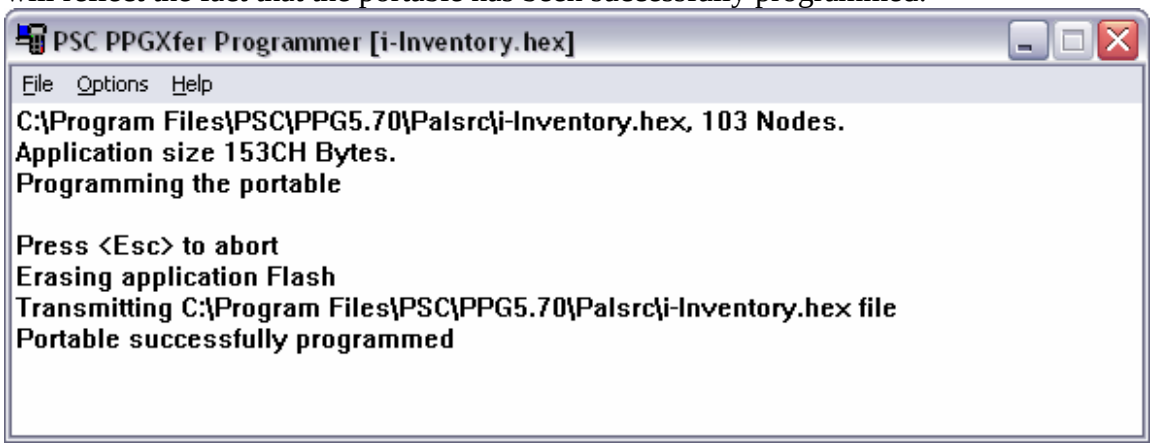
Prerequisites:

1. Install dock
2. Install software that allows you to communicate with the PT40.

To re-install the custom i-PO Receive software onto your PT40

1. Put the PT40 into the Dock.
2. Put the i-PO Receive CD into your computer.
3. Launch PPGxfer. >Start >Programs >PT Program Generator>PPGxfer
4. Click >File >Open. Navigate to your CDROM drive and double click i-PO Receive.hex
5. The Select Application Number dialog pops up.

6. Select Application 1, click OK.
7. When the PT40 is successfully loaded it will chime and the PSC PPGxfer program log will reflect the fact that the portable has been successfully programmed:



8. On the PT40 press any key (except SCAN).
   Press F1 to choose i-PO Receive.
   Press enter twice to accept the date and time. Press any blue F-key to continue.

Log Files & Backups

Each time you run “iPOreceive” a log number is generated and log files are created. The log number is added onto the file name so that they are related, unique and do not get overwritten the next time you run the program. The log number is sequential, and is *date – seconds since midnight*. For Example 20051201-3068 is 3068 seconds past midnight on December 1, 2005.

When running “iPOreceive” poreceiving.csv is backed up to poreceiving{lognumber}.csv
The iPOreceive program also creates a badscan file if you scan an item and that item is not found on the PO being received. The badscan file is named using the same convention. For example: badscan20080823-12345.csv

With the date and time stamp the badscan file can easily be matched to the poreceiving file.

You can and should manually delete or archive the log and backup files as you see fit.

Support and contact information

For support contact your Red Wing TurningPoint dealer or
Total BusinessWare, Inc 952-447-6624 or www.totalbusinessware.com
Savage, MN 55378